

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
AUGUST 26, 2014**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, August 26, 2014, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Juanita Boehm then called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Absent
Board member David Prechtel	Present

Also present were Police Chief J. Michael Bennett, Street Commissioner Raymond Eckerle, City Engineer Chad Hurm, Personnel/Safety/Loss Control Director Cale Knies, Fire Chief/Code Enforcement Officer Kenneth Hochgesang, Director of Community Development and Planning Darla Blazey, City Attorney Renee Kabrick, and Clerk-Treasurer Juanita S. Boehm.

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. Two of the three board members were present, which is a majority; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on August 12, 2014. Thereafter, a motion was made by Mayor Seitz and seconded by David Prechtel to approve the minutes as presented. Motion carried 2-0.

PORTRAITS IN THE PARK

Lyn Blessinger, representing L and L Photography, asked permission to use Jaycee Park on September 20, 21, 27, and 28, 2014 from 1:00 p.m. to 5:00 p.m. each day for their event called Portraits in the Park. They will have prearranged appointments with their clients to take their portraits.

A **motion** was made by David Prechtel and seconded by Mayor Seitz to permit this event. Motion carried 2-0.

KIDS DAY

Ann Recker, representing the Greater Downtown Jasper Business Association, asked permission to use the sidewalks around the Square on

Saturday, September 27, 2014 for the 21st annual Kids Day. The event will be held from 9:00 a.m. to 2:00 p.m. plus they will need an hour for setup and an hour for tear down.

A **motion** was made by Mayor Seitz and seconded by David Prechtel to permit this event on September 27, 2014. Motion carried 2-0.

ENCROACHMENT REQUEST

City Engineer Chad Hurm said Steve and Nancy Fleck, 245 E. SR 164, are making an encroachment request. Hurm said they want to encroach on a sanitary sewer easement in order to build a lean to type structure onto the backside of their garage. Since it is a sanitary sewer easement, Hurm said he only asked for comments from the wastewater manager and that manager said, “there is a grinder pump and sanitary force main within the easement but the encroachment should not affect us if we ever need to get to this area.”

A motion was made by Mayor Seitz and seconded by David Prechtel to grant the encroachment on the sanitary sewer easement to Steve and Nancy Fleck at 245 E. SR 164 based on input from the wastewater manager and the city engineer. Motion carried 2-0.

ENCROACHMENT REQUEST

City Engineer Chad Hurm said Kenneth and Sarah Giesler, 198 E. SR 56, are making an encroachment request for Lot 5 of Rolling Plains Estates located on 47th Street. Hurm said Giesler is planning to build a house on Lot #5 and instead of installing a sump pump, he wants to install a 6-inch foundation drain and in order to do so he would encroach on the public utility and drainage easement [PUDE] located on the northwest corner of his lot. In order to get elevation, he wants to continue the installation of this drain to the west which will be in front of the neighboring home.

According to comments from department heads regarding this encroachment request, Hurm said the gas and water manager said there is a water main in the easement but it should not be a problem because of the size of the pipe. The street commissioner wrote that the City design standards do not allow for any pipe less than a 12-inch diameter to be installed in a PUDE. The street commissioner also noted that the installation of this drain across the neighboring property would require either the removal of some neighboring driveway and drive pipe or possibly boring under this drive. Further excavation to the west for the drain to “daylight discharge” in the ditch in front of the neighboring lot could result in a wet spot for the neighbor to maintain. Giesler does have the option of installing a sump pump in his house and then discharge into the PUDE in front of his property.

There was some discussion about Giesler obtaining a private easement. If so, he still needs permission from the neighbor. The allowance of this foundation drain may create maintenance problems for the adjacent lot owner as well as set a precedent for future requests by homeowners wanting to relocate a wet spot to another location for someone else to deal with. Many times when there are issues

between neighbors, one will complain to the City and want the City to resolve the issue.

Hurm then recommended that Giesler obtain a private easement, not use the public easement, and make it work with the neighbor.

After consideration, a motion was made by Mayor Seitz and seconded by David Prechtel to deny the encroachment request as presented this morning for Kenneth and Sarah Giesler. Motion carried 2-0.

LPA CONTRACT WITH INDOT

City Engineer Chad Hurm asked the City as a local public agency [LPA] to enter into a project coordination contract with INDOT, pending review by the city attorney, for the multi use path project. Federal funds have been approved by INDOT for this 80/20 share project which connects from Northwood Avenue to the river walk path.

A motion was made by David Prechtel and seconded by Mayor Seitz to enter into a LPA contract with INDOT contingent upon review by the city attorney. Motion carried 2-0.

PRESSURE WASHER QUOTES

Street Commissioner Raymond Eckerle said the street department sought quotes for a high pressure washer to replace the current item. City Attorney Renee Kabrick then opened the following quotes.

Cave Inc	\$6,950.00	Hydro Tek
Citation Equipment Inc.	\$6,292.70	Alkota-All American
Action Equipment Sales		no quote submitted

A motion was made by David Prechtel and seconded by Mayor Seitz to accept the quote from Citation Equipment Inc for \$6,292.70 pending review by the street commissioner to see if it meets the specifications. Motion carried 2-0.

RETRO-REFLECTIVITY SIGN ASSESSMENT

Street Commissioner Raymond Eckerle said in January 2012, the board adopted a Sign Reflectivity Assessment and Management Plan that was required by the Federal Highway Administration through the uniform traffic code MUTCD [Manual on Uniform Traffic Control Devices]. In April 2014 the street department performed a street sign and street marker retro-reflectivity inspection based on MUTCD's guidelines. Eckerle then presented the results of that inspection.

Warning and regulatory signs—74 signs failed and need to be replaced; 505 signs were assessed as “moderate” and will need to be replaced in the future.

Street marker—289 signs failed and need to be replaced; 81 signs were assessed as “moderate” and will need to be replaced in the future.

Eckerle said the plan is to replace the 74 failed warning and regulatory signs in 2014 and implement a phased “blanket replacement” program in 2015 to replace all street markers in sections of the City until all street markers have been replaced in compliance with all MUTCD requirements. Replacement of the assessed “moderate” warning and regulatory signs will be replaced on an as needed basis.

STRAY ANIMALS

Street Commissioner Raymond Eckerle suggested pet owners tag their dogs with a contact phone number and address so it will be easier to find the owner of a loose dog.

HIGH WEED COMPLAINTS

Fire Chief/Code Enforcement Officer Kenneth Hochgesang reported to the board the names of property owners and the locations that have been cited under 5.12.040 weed removal/notice. The names and locations are as follows:

Owner:	Fuhs Properties
Location:	DJ Realty Lots 1-3, Fuzzy's
Owner:	Michael and Amy Brown
Location:	208 Ridgewood
Owner:	Susan Williams
Location:	1657 W 1 st Ave
Owner:	Garry and Katrina Wieneke
Location:	1643 W 1 st Ave
Owner:	Diane Gramelspacher
Location:	1130 Hochgesang Ave
Owner:	Illudium Properties LLC
Location:	Andrew Charles Addition, Lot 1
Owner:	Paul Hassfurther
Location:	Little Kentucky Lot 17
Owner:	Paula Breeding
Location:	2542 Birk Drive

HIRING PROCESS

City Attorney Renee Kabrick asked permission to start the hiring process for a full time legal assistant. The council amended the 2014 salary ordinance at its August meeting to add that position.

A motion was made by Mayor Seitz and seconded by David Prechtel to grant the legal department permission to pursue the full time legal assistant position for that department. Motion carried 2-0.

Reminder. Mayor Seitz reminded everyone that due to the IACT conference, the next meeting will be held on September 8, 2014 at 10:00 a.m. instead of on September 9, 2014 at 8:00 a.m.

ADJOURNMENT. There being no further business to come before the board, a motion was made by David Prechtel and seconded by Mayor Seitz to adjourn the meeting. The motion carried 2-0 and the meeting adjourned at 8:32 a.m.

The minutes were hereby approved _____ with X without corrections or clarification this 8th day of September, 2014.

Mayor Terry Seitz, Presiding Officer

Attest: _____
Juanita S. Boehm, Clerk-Treasurer